



**SENIOR CITIZENS ADVISORY BOARD  
AGENDA**

**Tuesday, September 17, 2019 • 9:00 a.m. San Bruno Senior Center, 1555 Crystal Springs Road**

**WELCOME TO OUR ADVISORY BOARD MEETING:** If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

- 1. CALL TO ORDER/ROLL CALL:** Chair Dorothy Carmichael, Vice-Chair Herb Chu, Bunny Epperson, Bill Goff, Florie Green, Joanne Tracey, Barbara Luzaich, and Treasurer Karen Hornung
- 2. PLEDGE OF ALLEGIANCE:**
- 3. REVIEW OF AGENDA:**
- 4. ACCEPTANCE OF MINUTES:** August 20, 2019
- 5. CONSENT CALENDAR:**
- 6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
- 7. UNFINISHED BUSINESS:**
  - a. Treasurer's Report – July 2019
  - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Report and Senior Center Historical Front Desk Sign In Data
  - c. Receive and File Events Committee Minutes
  - d. Information Regarding Request for Art Work at the Senior Center
  - e. Pending Facility Projects Update
- 8. NEW BUSINESS:**
  - a. 2019 Volunteer Party Information
  - b. New Parks and Facilities Manager Position Approved
- 9. ITEMS FROM BOARD MEMBERS:**

None
- 10. ITEMS FROM STAFF:**
  - a. Limited Custodial Coverage September 26-October 16, 2019
  - b. Upcoming Fall Special Events
  - c. Photo for Annual Report – Take following meeting
  - d. Annual Piano Tuning
  - e. Pool Table Repairs



## 11. ADJOURNMENT

The next regular Senior Citizens Advisory Board Meeting will be held on October 15, 2019 at 9:00 a.m. at the San Bruno Senior Center, 1555 Crystal Springs Way, San Bruno.

**\*\* POSTED PURSUANT TO LAW \*\***



**CITY OF SAN BRUNO**

Community Services Department

**MEETING MINUTES**

**Senior Citizens Advisory Board  
August 20, 2019**

1. **Call to Order/Roll Call:** Chair Carmichael called the meeting of the Senior Citizens Advisory Board to order at 9:02 a.m. Board Members Present: Chair Carmichael, Vice-Chair Chu, Goff, Luzaich, Tracey, and Treasurer Hornung. Board Members Excused: Epperson and Green. Staff Present: Brewer, Cruz, Magrini, and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Carmichael led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the July 16, 2019 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:**  
Linda Mason, Planning Commissioner and City Council Candidate read a statement regarding her candidacy.  
  
John Barrelier stated that there are several categories of employees that are City employees.
7. **UNFINISHED BUSINESS:**
  - a. Introduction of New Food Services Coordinator – Fabiola Cruz.
  - b. Receive and file Treasurer's Report – July 2019 – none, will have two next month.
  - c. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Report (updated), and Senior Center Historical Front Desk Sign In Data – (Brewer, Tessier) – columns added to Nutrition Site Report for better tracking. Thank you to Barbara Cox for her help.
  - d. Information Regarding Request for Art Work at the Senior Center – **Director Magrini** explained that in order to move forward a document would need to be developed and a location picked for a display of artwork. Discussion will continue next month and if there is interest a sub-committee will be selected.
  - e. Pending Facility Projects – **Superintendent Brewer** explained that the blue bins will go away and a new large one will replace it in the trash enclosure. She stated that she is working with Public Works on the design and it will be ADA accessible. The restriping of the parking lot is in this year's budget and she is working with Public Works to get it on the calendar and bid the project. The doors to the restrooms were

repainted. The door to the deck that is broken will be replaced shortly. The custodial staff will be doing some carpet cleaning soon and the floor will be striped and waxed again at the end of this month. The kitchen countertop will be replaced on August 30<sup>th</sup> with stainless steel. No additional card tables will be purchased.

8. **NEW BUSINESS:**

- a. Information Regarding Senior Center Coordinator – **Superintendent Brewer** addressed that Eva Rangel-Oliva will be out until January for her maternity leave. Kelsey Clyma from the Recreation Center will be doing Senior Center rentals, memberships, class information, and website updates
- b. Draft Annual Report to City Council – September 24 – Take Group Photo Following Meeting – **Superintendent Brewer** discussed slide show. Photo will be taken next month.

9. **ITEMS FROM BOARD MEMBERS:**

- a. Elvis Manny's Way Party Update – **Staff Tessier** stated it was a well attended show.

10. **ITEMS FROM STAFF:**

- a. Upcoming Summer and Fall Special Events – **Superintendent Brewer** stated that Concerts in the Park continue on Friday nights at 6pm in August and September, Movies in the Park will be on Friday nights in September, Clean Sweep Flea Market is on Sunday, September 8<sup>th</sup>, Library Homework Center will be starting up September 3<sup>rd</sup>, and the last day to get a free tree through the Circle 3.0 grant program is August 27<sup>th</sup> with September 13<sup>th</sup> being the day the tree location flags can be picked up at the Concerts.

11. **ADJOURNMENT:** Meeting was adjourned at 9:44 a.m.

# SENIOR ADVISORY BOARD TRUST FUND REPORT

**JULY 31, 2019**

Checking Account Balance 6/30/2019	\$	6,954.23
Interest	\$	0.27
#4615 Mary Tessier trip	\$	(546.73)
#4616 Rigoberto Gurerra clean up Manny show	\$	(250.00)
Checking Account Balance 7/31/2019	\$	6,157.77
Amount held at City of San Bruno prior 7/1/2013	\$	103,932.20
Amount held at City of San Bruno July 1, 2013-June 30, 2018	\$	68,216.48
Amount deposited to City since 7/1/2018	\$	-
Deposit made to City account July	\$	281.10
Deposit made to City account July	\$	434.50
Deposit made to City account July	\$	305.50
Deposit made to City account July	\$	809.00
Amount deposited to City this fiscal year	\$	1,830.10
<b>TOTAL NET WORTH JULY 31, 2019</b>	<b>\$</b>	<b>173,978.78</b>
No expenses		
<b>BALANCE</b>	<b>\$</b>	<b>173,978.78</b>

## 2019 - 20 Information and Referral Statistics

[illegible]

Class Attendance - August 2019

	Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday			Total											
	5	12	19	26	6	13	20	27	7	14	21	28	1	8	15	22	29	2	9	16	23	30	3	10	17	24	31	4	11	18	25		
AARP															8									70								78	
Art Appreciation				8																												8	
Ballroom Dance					20	15	10	17																								220	
Bingo	59	48	54	57					61	69	50	55	153	127	120	136	128	60	55	52		77						32	61	65		1361	
Birthday Club							37																									37	
Blood Pressure																						20										20	
Bocce	46	44	46	46	44	46	43											44	35	32	34	40										546	
Book Club	5																															5	
Bridge/Board Games																		4	4	4		4										16	
Ceramics	8	11	11	12																		4										42	
Computers	11	11	10	10	6	4	5	2	7	11	11	16	2	3	2	2	2	2	2	2	2											123	
Crochet																		3	5	4	4	4										20	
Current Events											15	15																				30	
Driver Safety																																0	
Exercise					37	32	34	25					15	16	16	17	18															210	
Gardening																		2	2	3	2	3										12	
Hiking/Walking	16	16	15	14					16	15	17	13						16	15	12	17	8										190	
History Class																		9	9	11	8	6										43	
Horseshoes									12		14																					26	
Hula													4	6	7	3	5															25	
Karaoke	11	12		11																												34	
Knitting																		12	4	6	4	6										32	
Library Services					7		3																									10	
Line Dancing					30	27	27	28	38	39	31	32	5	5	3	8	7															280	
Mahjong	17	14	14	16	10	8	8	4	7			14	8	8	14	8	8		4	11	8	8										197	
Movie																		20														20	
Music & Motion													10	11	7	11	10															49	
Oil Painting													10	9	9	14	11															53	
Paper Crafts																				8												8	
Pedro													44	46	38	40	42															210	
Pickleball									29	33	30																					92	
Pilates				20	18																											38	
Ping Pong																		12	14	13		12										51	
Pool	12	13	12	14	14	12	15	12	13	14	16	13	15	15	16	16	13	13	12	16	14	12										302	
Presentations																	10															10	
Singing																						9										9	
Sit & Workout					18	22	16	18																									74
Softball																																76	
Spanish					9	11	13	13																								46	
Special Event/Party																					180											180	
Stained Glass									8	12	12	10																				42	
Tap Dance	12	12	12	10																												46	
Trips				48																												106	
Ukulele							17																			41						25	
Writing																																55	
Yoga													13	10	10	11	11															78	
Zumba																																333	
Total	240	275	256	273	202	183	238	167	191	193	210	162	292	274	251	311	297	238	202	209	284	251	0	70	41	0	0	32	0	61	65	5468	



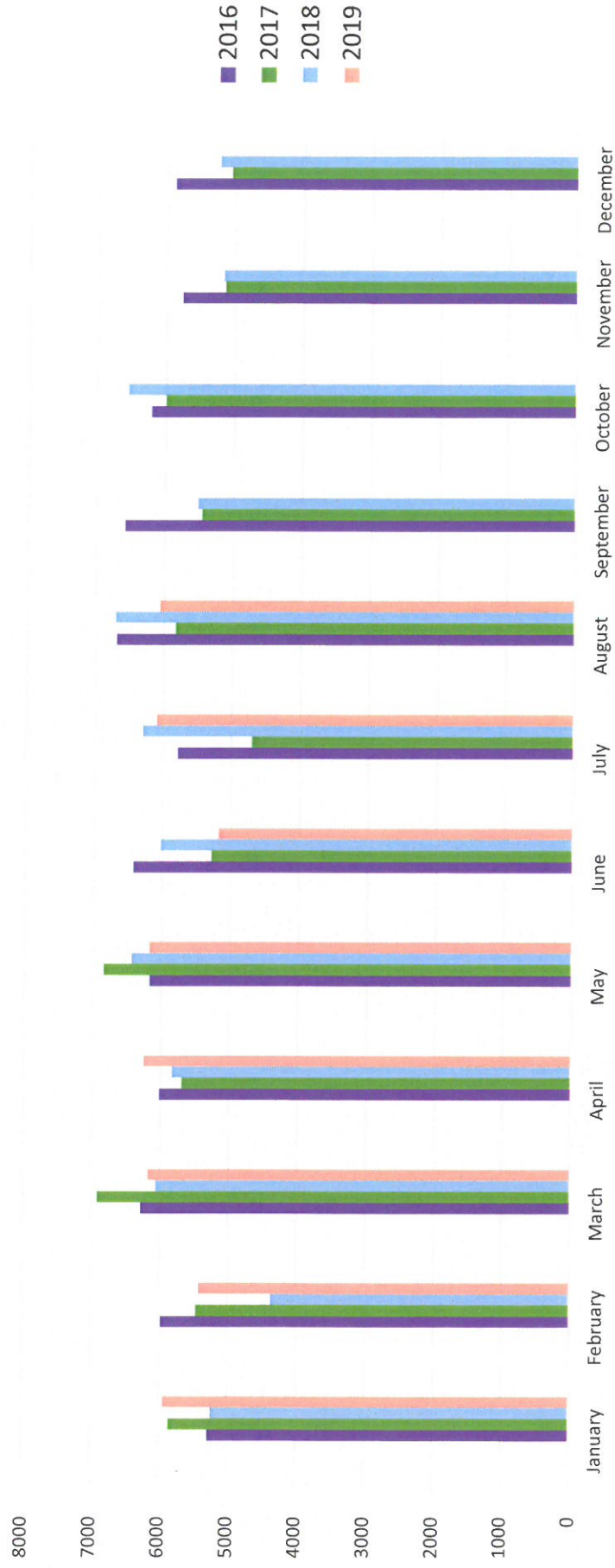
Nutrition Site Report - August 2019

Day	Date	Total Prepared Hot Meals & Salads	Total Served Hot Meals	Total Served Salads	Total Served Hot Meals & Salads	Non-Senior Fee	Senior Donations	Ticket Books Sold	Tickets Redeemed	Raffle Income
Thur	1	90	73	16	89	11.00	239.00	4	17	
Fri	2	95	70	22	92	22.00	180.00	1	23	
Mon	5	125	94	26	120	27.50	130.50	1	20	
Tues	6	135	103	29	132	0.00	306.50	2	34	
Wed	7	155	123	29	152	11.00	247.75	1	30	
Thur	8	110	90	19	109	5.50	250.50	3	23	
Fri	9	110	91	15	106	16.50	223.50	2	22	
Mon	12	130	112	17	129	22.00	140.50	2	33	
Tues	13	125	99	22	121	5.50	296.50	1	29	
Wed	14	140	119	21	140	16.50	135.50	0	26	
Thur	15	100	78	19	97	5.50	190.50	1	26	
Fri	16	105	86	18	104	16.50	231.50	1	20	
Mon	19	135	105	26	131	11.00	184.75	3	29	
Tues	20	125	95	29	124	16.50	197.25	0	38	
Wed	21	160	136	20	156	16.50	417.00	5	30	
Thur	22	85	68	13	81	5.50	194.50	2	12	
Fri	23	170	168	0	168	71.50	1,284.25	0	0	201.00
Mon	26	145	125	16	141	0.00	358.00	4	30	
Tues	27	125	97	26	123	0.00	350.00	4	36	
Wed	28	150	123	24	147	11.00	217.00	0	27	
Thur	29	110	98	9	107	11.00	244.50	1	21	
Fri	30	120	108	8	116	16.50	231.50	0	21	
<b>Total</b>		<b>2,745.00</b>	<b>2,261.00</b>	<b>424.00</b>	<b>2,685.00</b>	<b>319.00</b>	<b>6,251.00</b>	<b>38.00</b>	<b>547.00</b>	<b>201.00</b>



	January	February	March	April	May	June	July	August	September	October	November	December
2016	5285	5977	6278	6017	6169	6418	5788	6689	6583	6208	5771	5884
2017	5851	5462	6908	5688	6838	5280	4700	5831	5460	5996	5144	5061
2018	5241	4364	6055	5832	6436	6019	6292	6706	5519	6548	5168	5231
2019	5936	5424	6176	6249	6177	5179	6098	6066				

Historical Sign-In Data



# EVENTS COMMITTEE

*September 9, 2019*

Members in attendance were Bill Goff, Anna Leech and Tammy Manini. Mary Tessier was in attendance.

Minutes for the September 2019 meeting were approved as written.

1. 19 people attended the September movie: "The Wife". The October **movie** will be "Poms" and the November movie will be "A Dog's Way Home".
2. **Classes & Programs:**  
The Spouse and Partner Loss Support group will be held for eight weeks on Monday mornings starting September 9. 17 people are enrolled in the program.  
The "Sports Week" went very well with great competition and fun in Ping Pong, Billiards, Great Highway Walk, Horseshoes, Pickleball and Softball (San Bruno won vs. Redwood City).
3. **Presentations:**  
Mani Mortezaei from Tailored Transitions will offer a session on decluttering and downsizing for a potential move into senior living on September 25.  
Mary presented information on two presentations. ***The Committee recommends that we offer a session on Wealth Preservation: "How to Guarantee Retirement & Preserve Wealth" and a session on "Preventive Health Tips & Tricks" plus how to get the most out of Medicare coverage.***
4. **Trips:**  
The Thunder Valley trip in August had 48 people and the Red Hawk trip in October is filling up.  
Mary's Ferry to Sausalito trip on September 26 is full.  
The Golden Follies trip went well with 41 people in attendance.  
The trip to Wente Winery and Blackhawk Car Museum on October 18 is slowly filling up.
5. **Parties:**  
There were 180 people at the Western Party on August 23. The Variety Show is still being planned for September 20 with the hopes that Raoul will be ready to emcee. There is now a wait list for performers.  
The parties are scheduled for the rest of the year: Halloween Party with "Have a Party Pros" on October 31, Thanksgiving Party with "Johnny Z & the Camaros" on November 22, Holiday Party with the "Paul Fontes Trio" on December 13 and New Year's Party with the "Full House Band" on December 31.
6. ***The next Events Committee Meeting will be on November 4th at 10:30 am.***